



Transition Timelines for Early Intervention And Early Childhood Special Education*

Anytime between birth and 2.9	Enrollment in Early Intervention Transition discussions occur with family
2.9 – 2.10 ½	Late referral to Part C. AzEIP does initial eligibility and IFSP. Sends Notification/Referral Form to district (unless parent opts out) or invites district to IFSP/Transition meeting if parents request a meeting. District receives PEA Notification/Referral form and begins referral process with RED of AzEIP Information and places child on database of transition children (late Referral to Part C's will be deducted from in-by-3 data calculations). Places child as close to three as possible.
2.10 ½ - 3.0	Late Referral to Part C (45 days prior to child's 3 rd birthday). Service Coordinator assists the parent in contacting the school district. District treats as regular referral. Does not include on transition database.
2.0 – 2.6	Service coordinator holds IFSP Transition Planning meeting and informs parent of transition process/requirements and option to opt out. If the parent chooses to move forward, service coordinator provides district with PEA Notification/Referral Form.
2.6 – 2.9	Service coordinator responsible to schedule and facilitate Transition Conference (TC) between 2.6 and 2.9 at a mutually agreeable location. The purpose of the TC is to provide the family information about potential programs. When PEA Notification/Referral (point of referral) occurs, district provides Prior Written Notice (PWN) for referral and Procedural Safeguards and plans transition steps and timelines (transition plan). If parent is sure of referral prior to TC, service coordinator will forward records (with written parental consent) to district with PEA Notification/Referral Form. TC between 2.6 and 2.9 would focus on developing transition plan.
2.9 – 3.0	Eligibility or ineligibility for special education is determined and the IEP is developed by the child's 3 rd birthday.

*Based on Office of Special Education Program's Frequently Asked Questions 12.1.09 and 8-10